

**ESU 4 Title III Consortium Services
Program Agreement
2015-16**

Consortium Goal:

- Support districts' efforts to improve English Language Learners' language acquisition and achievement in all content areas.

District Responsibilities:

- Submit an updated copy (print or electronic) of the district's ELL Program Manual or ELL related policies. At minimum, the following must be submitted during the 2015-16 grant year:
 - A description of the Language Instruction Education Program including a list of materials that are considered part of the core language instruction and those that are considered supplemental. (See Rule 15, Section 4)
 - A copy of a letter notifying parents that a child has been identified as limited-English proficient in an understandable language.
 - If you require assistance in creating or updating such documents, please contact Jen Madison (jmadison@esu4.net).
- Request reimbursement or payment for services and expenses that supplement local ELL programming according to Title III requirements. (Please note that these must often be approved on a case-by-case basis.)
- Districts are responsible for the Title III program requirements pursuant to NCLB formula grant guidelines. For a description of required and authorized activities, please visit the Nebraska Department of Education website:
 - Limited English (LEP) Guidelines:
http://www.education.ne.gov/NATLORIGIN/Limited_English_Guidelines.html
 - Immigrant Education (IE) Guidelines:
http://www.education.ne.gov/NATLORIGIN/Immigrant_Education.html
 - Each district and consortium receiving funds is monitored at least once every three years by representatives from the Nebraska Department of Education. The NCLB Monitoring Guide provides a checklist to help districts ensure programs are operated in compliance with the law. Title III districts are responsible for Section 1: "All NCLB Programs" and Section 8: "Title III Language Acquisition". The guide is accessible via http://www.education.ne.gov/federalprograms/ESEA_NCLB_Programs.html.

ESU 4 Title III Consortium Services:

- Regional Coordinator and Bookkeeper
ESU 4 Title III Consortium districts will receive the services of the Title III Regional Coordinator for consultation, coordination, and bookkeeping. These services include submission of the NCLB consolidated application, payment documentation, reimbursement of expenditures, and professional development.
- ELL Network
This is a forum for district personnel responsible for ELL programs and instruction to discuss pertinent issues, study pedagogy, share and explore resources, and network with colleagues. Typically, this group meets three times per year. (Expenses such as substitute pay for certificated staff and mileage are reimbursable.)

- Professional Development

Relevant research-based workshops and trainings will be made available to consortium districts. This includes local, regional, and national level opportunities that suit districts' needs. Stipends, substitute pay, and expenses are likely reimbursable if approved prior to the event.

- ELL Materials, Projects, and Resources

The consortium maintains a web presence that includes documentation of meetings, updates, resources, and other pertinent information: <http://esu6ell.wikispaces.com/>. In addition, the consortium has several print materials and technology tools available for member district personnel to use or borrow. We welcome specific requests for books, supplemental curriculum materials, or other media relevant to ELL learning and instruction.

Consortium districts may access Title III funds for purchase of various research-based materials, services, projects needs, and resources to supplement local ELL programming according to Title III requirements. Please contact ESU 4 for guidance as necessary. **To request reimbursement or payment for Title III allowable expenses; please use the appropriate "Request for Reimbursement" form at <http://esu6ell.wikispaces.com/Consortium+Information>.**

Consortium districts have access to Rosetta Stone Online and Imagine Learning. A limited number of licenses are available. Please contact the Regional Coordinator.

- Field Consultation and Services

We are happy to work with districts directly to customize services to meet specific needs.

The district agrees to the program of services outlined above.

District Administrator or ELL Representative

Date

District

Please retain a copy for your records and send this signature page via fax, email, or postal mail to ESU 4 to the attention of Sue or Jen. Thank you!